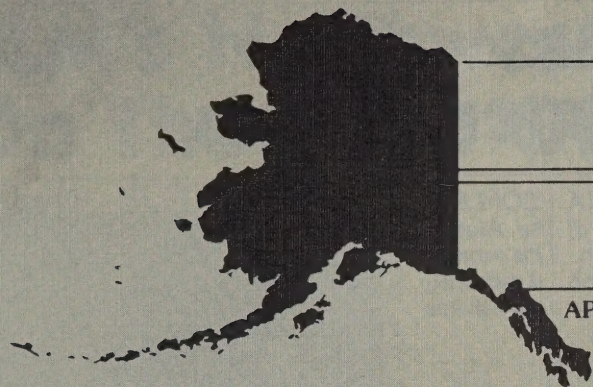


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ALASKA PEOPLE

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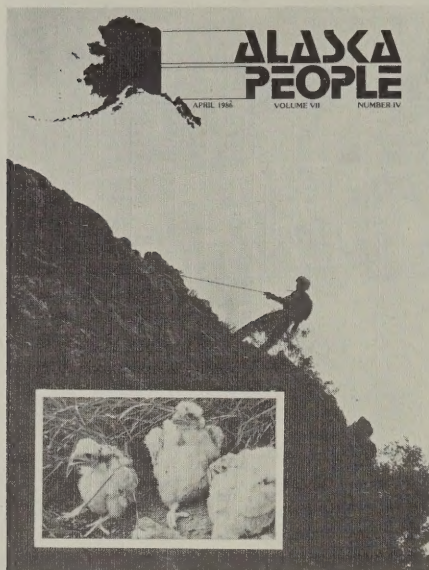
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In This Issue...
BLM's Northwest
Resource Area
(Part I)





ON THE COVER:

Fairbanks BLM seasonal employee Peter Bente repels down a cliff to reach a nest of peregrine falcon chicks.

photos by Scott Robinson

If you were enrolled in Blue Cross on May 1, 1985, and have not received an application for a premium refund, contact Stephanie Schmidt at 271-5043.

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Meet The Management Team

Every month ALASKA PEOPLE is featuring one member of the Alaska BLM Management Team. This month, an interview with Bob Arndorfer, ASO's deputy director for conveyance management.

Perceived by those around him as an intelligent, forthright, formidable leader, Bob Arndorfer has been instrumental in bringing Alaska-BLM to the forefront of technology.

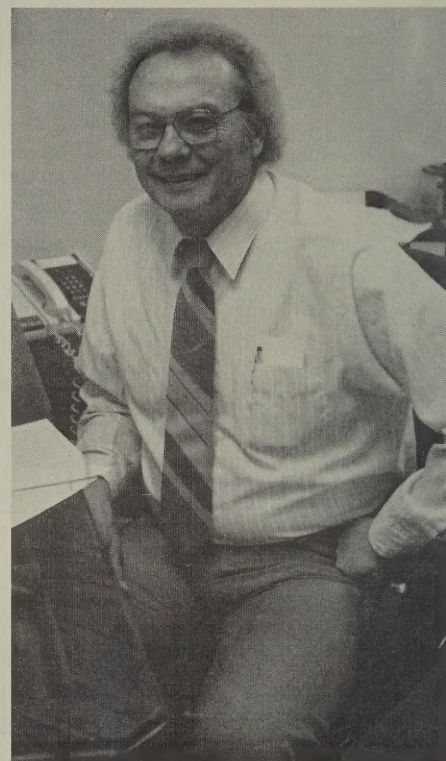
Researchers have proven that the first born is often a leader, paving the way for others to follow. Arndorfer, deputy director for the Division of Conveyances, fits that description to a tee. The oldest of five children — two brothers and two sisters — Bob was born on a farm in North Dakota in 1933. The depression years took their toll; and in 1936 the Arndorfer family moved to Portland, Ore., where Bob's dad worked as a carpenter. Bob learned to hunt and fish in the nearby forests.

Majoring in forestry is a natural choice for someone raised in Oregon. After graduating from high school in Portland, Bob pursued a degree in forest engineering at Oregon State University in Corvallis.

He graduated from O.S.U. with a bachelor of science in forest engineering in 1958 and was hired on with the Deschutes National Forest in Bend, Ore., the same year. Bob engaged in many jobs, from marking trees to inspecting water and sewer systems. In 1964 Bob took what looked like a better opportunity to work as construction superintendent and land surveyor for a private contractor in Bend. "What looked like a really good offer didn't turn out to be all that good," says Bob; and in 1966 he joined BLM as a civil engineer at the Portland Service Center.

"We designed and constructed buildings and recreation sites throughout the western states and Alaska during those years. In the summer we worked on projects such as the Tangle Lakes Campground and the site plans for the Fairbanks District Office building. We also worked on the plans for the Boise Interagency Fire Center," he said. It was here that he met his long-time fishing buddy, Marty Karstetter.

In 1973 Bob went to Washington, D.C., as general engineer to get experience and exposure to the Washington scene. At that time BLM had a special developmental program



Bob Arndorfer

which involved being in training half time and working on assignments the other half of the time. "It was excellent training. I worked in budget and on the hill while I was there," says Bob. During his 18 months in Washington he also took part in the Department of Agriculture's graduate training.

Having had a taste of Alaska while working for the Portland Service Center, Bob took the job as chief of the Division of Technical Services in the Alaska State Office in 1974.

During the next seven years he was instrumental in converting the BLM public rooms from paper plats to microfilm; he initiated the high altitude photo contract with NASA, ten federal agencies and the state of Alaska; arranged the purchase of the meteor burst communications system; brought the Automated Land Records System from developmental to operational capability in support of the conveyance program; developed and implemented a new organization for Native conveyances, which was the forerunner of today's Conveyance Management Division; and obtained one of three NASA pilot projects in the use of remote sensing and resource management.

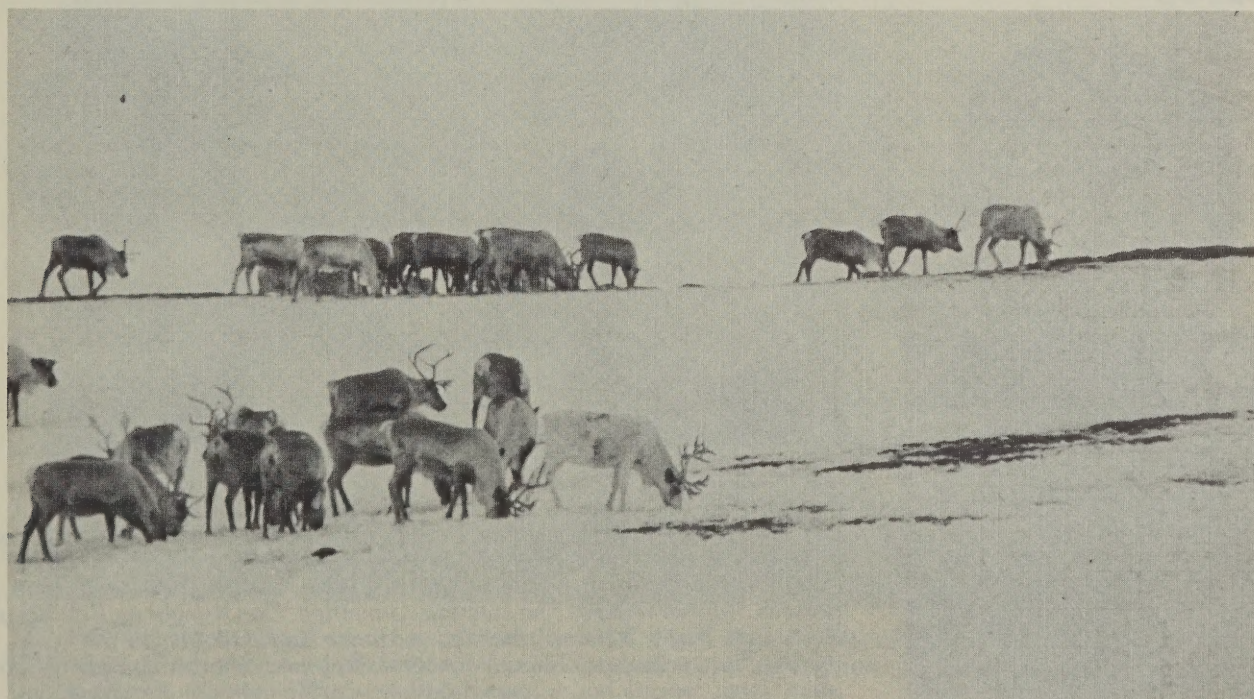
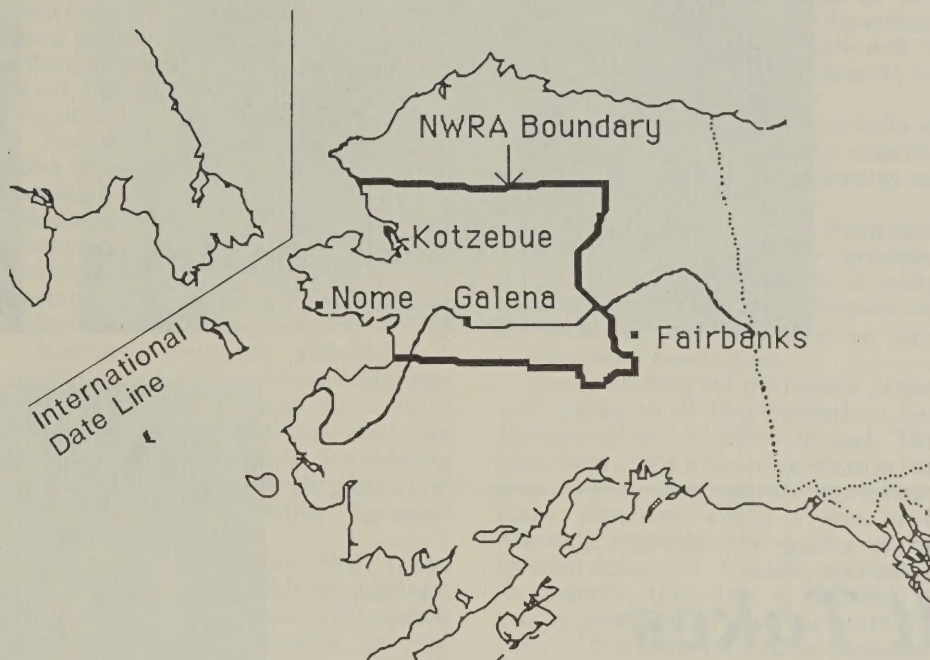
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BLM's Northwest Resource Area On The Edge Of Tomorrow

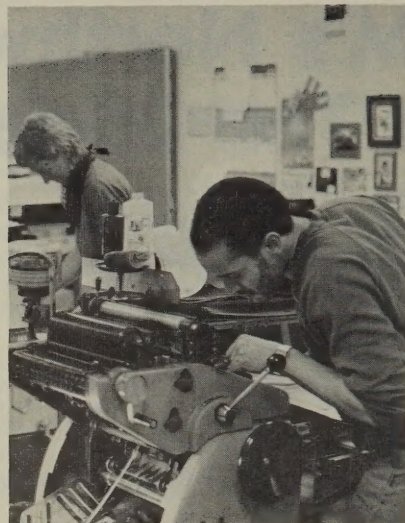
Alaska BLM's Northwest Resource Area stretches from Fairbanks almost to the International Dateline, and from the Alaska Range to the Brooks Range; this issue of ALASKA PEOPLE focuses on the team of BLMers who manage the 16 million acres in the Northwest Resource Area.

In keeping with the Bureau's traditional "can-do" attitude, this team of specialists continues to "do" without breaking stride. Known affectionately as "the resource area with all the resources and little money," the staff faces a 22.7 percent reduction in funding over FY85. Yet everyone there considers it "the resource area of the future".

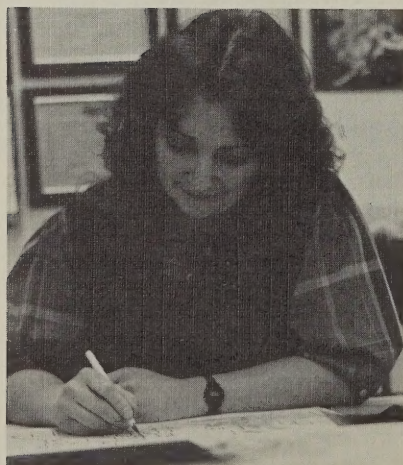
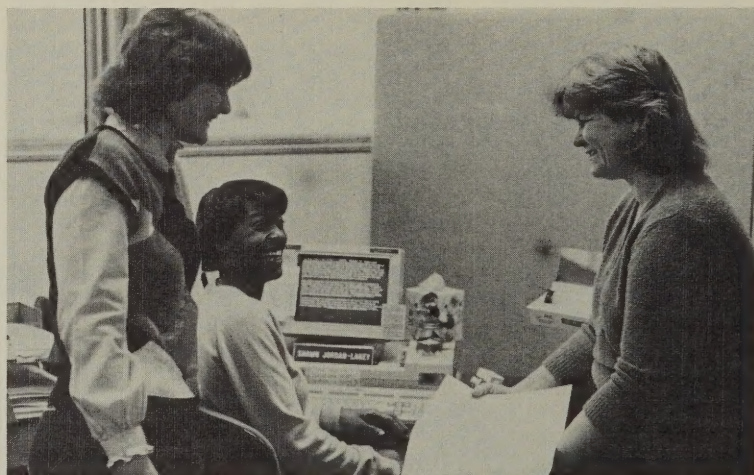
The inset map of Alaska illustrates the scope of this resource area's responsibilities.



A reindeer herd browses on winter range in the Fairbanks district's Northwest Resource Area.



It Takes Many Teams To Build A Plan



(upper left) Dwayne Richardson, Pat Lillian, Garth Olson in ASO photogrammetry double check the multi-layered registration of the Central Yukon RMP maps. (upper right) Debra Feay and Charles Luddington of ASO print shop run the presses. (upper middle) The steering committee: Don Rungberg, Bob Barnes, Billy Butts and Roger Bolstad provided guidance and direction to the team. (lower middle) Susan Swartz, Shawn Jordan-Lakey and Sharon Durgan Wilson spent many long, tedious hours typing the text, correcting copy for readability, format, typos, print quality and print instructions. (lower left) Carol Belenski illustrated the maps.

The Central Yukon Plan Is Off The Presses

by Sharon Durgan Wilson

Seldom do people realize just how many people it takes to build a resource management plan (RMP). The Central Yukon Plan, the most recent RMP to be published by BLM-Alaska, came off the presses on March 28, 1986. In the last days the planning team acted much like a worried, expectant father wondering what the "baby" would look like.

Keith "Woody" Woodworth, who had taken over the helm of the plan in November from Dave Ruppert when Dave was selected to head the new Utility Corridor Plan, proudly held up the first copy to reach Fairbanks. "Look at this," he announced proudly. "Look at the clarity of those maps."

For Woody it had been a hectic five months. As anyone who has worked extensively on a plan knows, writing it is only half the job. Finishing touches and the coordination can exhaust even the strongest.

The Central Yukon Plan was assigned to the staff of the Northwest Resource Area in the fall of 1983. The planning team members and the steering committee were named soon after.

The participants became familiar with Bureau principles for planning efforts.

They arranged for public participation at different points throughout the process; and the steering committee gave overall direction for the planning effort, resolved conflicts at the district level, and made decisions when necessary.

The planning process, which was to take three years to complete, covered several stages. The planning team first identified the issues involved and designed the planning criteria. The members then identified the gaps in the resource data record and planned data collection to fill those gaps.

Resource specialists collected data important to the major issues of the plan from a variety of sources. After combining existing and new data, the team was able to describe the existing management of the planning area and determine the "no action" (present situation) alternative.

With public input the team formulated other possible alternatives, then evaluated the positive and negative effects of each alternative on the resources. After analyzing the effects of each of the proposed alternatives and considering the public comments, the district manager made his selection.

The proposed alternatives and an estimation of their effects were

published and distributed for additional public review. Public meetings and ANILCA Section 810 subsistence hearings were held in Fairbanks and 16 villages to gather public comments on the proposed plan.

After modifications the final form of the preferred alternative was selected and approved by the state director on February 5, 1986.

The newly developed Proposed Resource Management Plan provides guidance for the management of public lands in the planning area. The plan will be reviewed and amended as new management needs arise.

"I have nothing but the highest praise and thanks to all who worked on this massive effort," Woodworth said. "We have used some innovative ideas in the process that were suggested by various team members which I feel have definitely improved the quality of the finished document. If quality is equated to quantity, then this is definitely a quality product. In the real world the value of this plan can only be measured by how well it guides BLM management in fulfilling the needs of the public. Northwest Resource Area, Fairbanks District, and the Bureau can be proud of the Central Yukon Plan."



The planning team: (back row, l to r) Herb Brownell, Dave Ruppert, Boyce Bush, Larry Field and Larry Knapman. (front row) Scott Robinson, Woody Woodworth and John Cook. Not pictured: Howard Smith, Layne Adams, Melanie Miller and Bob King.

Biologists Discover The Sec

by Sharon Durgan Wilson

There are many informational gaps in the web of knowledge concerning Alaska's wildlife. Without this knowledge, it is virtually impossible for land managers, such as BLM, to make defensible resource management decisions when conflicts arise. Accurate information must be collected and compiled to draw a clear picture of the natural activities and needs of each animal species.

Many of the wildlife projects conducted by the Northwest Resource Area biologist are designed to fill information gaps concerning the requirements of wildlife inhabiting the more than 15,700,000 acres within the resource area. In an effort to maximize data collection with a minimum amount of time, staff and money, most of these projects are cooperative efforts among several agencies.

Many of the wildlife projects conducted by the Northwest Resource Area biologist are designed to fill information gaps concerning the requirements of wildlife inhabiting more than 15,700,000 acres within the resource area.

Scott Robinson, wildlife biologist, has been coordinating several inventory projects this past year. BLM has been involved in diverse studies which include: moose in the Kuzitrin River drainage; Dall sheep, moose, fisheries and swans in the Squirrel River drainage; American peregrine falcon along the Yukon River; swans in the Kuskokwim and Tozitna subunits of the Central Yukon Planning Area; and caribou near Galena and in the Buckland Valley.

"Sounds like an impossible job, doesn't it?" Robinson asked with a grin. "Actually, I do a whole lot of coordinating and paperwork, and don't spend much time in the field where I really want to be."

As the largest and perhaps most popular source of subsistence and recreational hunting for Alaskans, moose are a constant concern. "The highest density and harvest of moose on the Seward Peninsula occurs in the Kuzitrin and Agiapuk drainages," Robinson said. "BLM has targeted the Kuzitrin drainage, which is in the middle of the Seward Peninsula, for a study area to gain more information about moose and their habitat."

Inspections have shown that browse

is deteriorating in this riverbottom area, and a corresponding decline in the 500-700 moose population that concentrates there during the winter is occurring. "BLM feels it is vital to the survival of the moose to find the cause of this browse deterioration," Area Manager Roger Bolstad explained.

To determine the cause(s), a cooperative study agreement has been developed between the Bureau of Land Management, National Park Service, Alaska Department of Fish and Game, and the University of Alaska-Fairbanks.



In this agreement the Cooperative Wildlife Research Unit of the university is providing three students to conduct the studies. The three management agencies are providing the necessary money and manpower support.

Robinson explained the three major goals of the study. "The first is to determine the patterns of use and the amount of willow forage utilized by different animals," he said. "Mark MacKinnon, a master's thesis candidate at UAF, is studying the effects of moose browsing on the willows. Suzanne M. Suter, another UAF master's candidate, is studying productivity of the willows in response to this browsing." Robinson feels this information should answer the second question: Can willows sustain a level of growth sufficient to support the current populations of browsing animals?

The third goal is to define competition for forage among moose, caribou, reindeer, muskox and hares. UAF foreign exchange student Claus Svendsen is gathering additional information which may help determine if a sufficient quantity of forage is available to allow increased use under reindeer grazing permits.

Vegetative transects have also been

established on both old burns and unburned areas to gain information about the impact of fire on the growth of the willows on the Seward Peninsula. With this solid information, Robinson hopes, BLM managers will be able to make better decisions when the time comes.

Prior to the population crash in the mid-1970s there was very little caribou movement onto the Seward Peninsula west of the Buckland Basin. Since their numbers began increasing, caribou have been moving deeper into the peninsula over the last four winters, possibly re-occupying their historical range.

The annual migration of the Western Arctic Caribou Herd is an incredible sight, with thousands of caribou pouring over the hills and tundra. In the Buckland Valley south of Kotzebue, BLM and ADF&G have been monitoring the Western Arctic Caribou Herd since 1982 as required in the approved Buckland Basin Habitat Management Plan.

BLM has been providing a portion of the funding for flight time and ADF&G personnel have been monitoring caribou use and movements. As a "spin off" benefit of this cooperative study, herders are notified when it appears that their reindeer herds may be coming close to moving caribou. In the past, whenever contact has been made, the reindeer have inevitably followed the caribou and returned to the wild.

The habitat management plan covering the area does not allow issuance of a reindeer grazing permit in the Buckland Valley unless the area shows five consecutive years of non-use by caribou. Indications are that the existing grazing conflict between reindeer herding and free-ranging caribou will worsen.

Information from this monitoring study has enabled management to make decisions which have so far minimized grazing conflicts in the Buckland area.

Management prescriptions identified in the Central Yukon Resource Management Plan, released March 28, 1986, delayed the opening of selected areas under a three-year deferral until more information was gathered to determine the importance of caribou to the subsistence lifestyle of Galena residents.

In addition, caribou calving areas were identified as Areas of Critical Environmental Concern (ACECs). As such, these areas are open to mineral

Secrets Of Northwest's Wildlife



A moose calf leads her offspring to the lake for a swim. Moose are valuable to subsistence and sport hunting.
(photo by Dan Gullickson)

entry, but BLM needs to know more about caribou use of the areas before developing mitigative measures that will reduce impacts from development of mineral resources.

Another cooperative program was initiated to obtain this information. In April, Robinson joined biologists from the Fish and Wildlife Service (F&WS) and Alaska Department of Fish & Game (ADF&G) to place radio-transmitting collars on five caribou in the Koyukuk National Wildlife Refuge near Galena.

These collars will enable BLM to monitor migration routes between BLM-managed land and the refuge, specific areas of use, and herd size and structure. This information, once compiled and analyzed, should indicate the importance of caribou habitat to the local residents.

The Central Yukon RMP also identified the caribou calving areas in the Ray Mountains as ACECs. The Ray Mountains herd is one of several small caribou calving areas that inhabit the mountains between Galena and the Chandalar River, and Robinson says the BLM staff does not currently know how these two groups mix. The Ray Mountains herd is important to residents of the village of Tanana as well as to sport hunters along the Dalton Highway. The ADF&G has used BLM data to modify its State hunting regulations.

Just as with the Galena herd, BLM must gather more information on caribou use of the area before developing mitigative measures for mineral resource development.

The caribou in the Ray Mountains were inventoried from March 1983 to May 1985, but the budget for that program was cut for FY86. This group of animals was once thought to be part of the Western Arctic Herd.

With the herd population crash of the mid-1970s, caribou stopped migrating this far south of the Brooks Range. "The caribou areas were discovered in the Ray Mountains during the spring of '83," Robinson said. "Biologists believe that herd identity is linked to distinct calving areas—that is, if you have separate calving areas, you probably have separate herds."

"Information collected so far indicates that these caribou remain as year-long residents in the Ray Mountains and do not migrate with the Western Arctic Herd" said Robinson.

The Squirrel River, located 58 miles northeast of Kotzebue, has been

The annual migration of the Western Arctic Caribou Herd is an incredible sight, with thousands of caribou pouring over the hills and tundra.

nominated for possible inclusion into the National Wild and Scenic River system.

The area is already used to some extent by residents of Kotzebue and Kiana, and due to the ease of access by charter aircraft there is a strong potential for increased hunting and recreational use by people from other areas.

Several surveys have been conducted in the Squirrel River drainage to determine the types and numbers of the wildlife living there and the potential conflicts that may arise from increased use of the area.

A joint BLM-ADF&G moose survey was conducted in the Squirrel River drainage during the fall of '85 to collect base data for future subsistence studies.

BLM provided both financial support and Robinson's assistance to this jointly funded moose survey. The team was unable to establish accurate population numbers due to the movement of the moose, but estimates place them at 600 or .38 moose per square mile. Their numbers are lower than estimates on surrounding areas. The team was, however, able to establish the distribution pattern of moose in the Squirrel River drainage.

"We also conducted an aerial survey of Dall sheep in the Squirrel River drainage," Robinson said. "This is the only large block of BLM land in the Northwest Resource Area containing Dall sheep habitat. It abuts Park Service land, so this inventory was coordinated with personnel from NPS and ADF&G, who conducted a similar survey on the adjacent Noatak National Park and Preserve."

The Dall sheep are highly prized by both subsistence and sport hunters. Until further flights are conducted to map out the exact Dall sheep use areas, land managers will assume that BLM land contains habitat that is only

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peripheral to the major habitat on land administered by the NPS.

The Bureau has increased its efforts to inventory wetland habitat over the past few years, and it has been found that swans are an easy species to monitor in existing wetland habitat.

While in the Squirrel River area, Robinson and Howard Smith, NWRA natural resources specialist, surveyed the valley bottom for tundra swans, finding 19 adults and seven young. "There were no previous counts to compare them with since this was the first year for monitoring," he said.

Trumpeter swans were also counted in the Kuskokwim and Tozitna subunits of the Central Yukon Planning Area, where 19 adults and eight young were found.

The American peregrine falcon is still classified as endangered by the federal government. It spends its summers between the Brooks and the Alaska Ranges, nesting along the Yukon River and its tributaries.

The F&WS is responsible for the threatened and endangered species recovery program, and in the past has contracted inventory work for the Yukon River section between Ft. Hamlin and St. Marys.

In 1985 BLM contributed funding and personnel to continue this project, when the USF&WS faced a reduced budget. Last summer, Robinson monitored nests and banded young birds with volunteer Mory Ward and Peter Bente, a summer employee who holds a USF&WS banding permit. "That was my first experience working with the falcons, and was a real learning experience. I'm looking forward to continuing the project next year," Robinson said.

Of the 56 nesting sites located during the trip, three were new since this study began in 1978. "This may indicate a possible increase in the number of birds," Robinson said. Location of red-tailed hawk, rough-legged hawk and common raven nest sites provided additional information. In 1986 the Bureau plans to continue the project in cooperation with Bente, who will be working as a volunteer.

Despite all these ongoing wildlife projects in the Northwest Resource Area, Robinson has recently been assigned to the planning team for the Utility Corridor Resource Management Plan, which covers lands outside his present resource area. While he wonders how he will get everything done, it just goes to prove the skills of the NWRA specialists are in great demand.

ASO Operations Division Celebrates Women's History Month



(front row) Brenda Walder, Gail Osmina, Patti Tengberg, Pat Lillian, Mike Penfold, Joan Powell and Ray Thomas. (back row) Jean Withers, Lowell King, Marcella Goins, Jerry Zamber and Fred Wolf.

As part of Women's History Month the Division of Operations held a luncheon on March 18 to recognize some of their women employees and their accomplishments. "We've got a lot of talented people in our division, and I felt they deserved some recognition for their outstanding efforts on behalf of others in the community," said Jerry Zamber, deputy state director for operations. "Special thanks go to Doris Davis-Bates, our Federal Women's Program representative, and Sue Brett for helping to plan the details which made the event a success," he said.

Branch chiefs in the division met with their employees to develop the list of those who were honored. Included were the following:

Doris Davis-Bates helped establish a legislative committee for Abused Women's Aid in Crisis (AWAIC). She also trained a volunteer staff to contact legislators to help get bills passed that would help control abuse of women and served as a liaison between the Family Community Leadership Program and the Alaska Women's Political Caucus for Women's Political Skills Workshop.

While living in San Diego, **Marcella Goins** worked as a volunteer arts and crafts leader in a women's prison camp self-help program. She designed a logo and taught the group to silk screen on T-shirts which were then sold to help raise money to build a halfway house facility. Since coming to Anchorage, she ran a five-mile marathon to raise money for the restoration of the Statue of Liberty. Goins also served as the assistant director for the Anchorage Clean Environment Project which was recognized by *The Anchorage Times*

for restoring local wildlife habitat along a 15-mile course of Chester Creek.

Shirley Keisor and her husband have literally opened their hearts and home to 110 foster children over the years in addition to taking care of their own seven children. In her "spare time" Shirley coaches a children's bowling team.

Pat Lillian's free time seems to revolve around softball. She has been the commissioner of the Alaska Softball Commission since 1973 and was the vice-president of the Northwest Region of the Amateur Softball Association in 1984-85. She is also a charter member of the board of directors for the Girls Clubs of Alaska.

Lynette Nakazawa teaches karate for various schools and organizations throughout Alaska. She is well qualified, holding a Third Degree Black Belt. Lynette is also the president of the board of directors for the Alaska Region of the International Shotokan Karate Federation.

Joan Powell has been working with a group of people preparing and presenting a musical comedy dinner show.

Jean Withers has a variety of interests that keep her busy all week long. She is certified in CPR through the Red Cross, a member of Toastmasters International, and an usher with the Anchorage Arts Council.

She also serves as secretary for the Alaska State Ushers Association and as co-leader for two troupes of Girl Scouts.

The Division of Operations is proud of its staff and the important contribution they make to the community.

BLM's Kotzebue Office – Where Else Can You Mush Dogs On Your Lunch Hour?

by Sharon Durgan Wilson

The Kotzebue field office is a small but vital connection linking the northern part of the Northwest Resource Area to the Fairbanks district. Bob Gal, BLM's man in Kotzebue, has extensive experience with BLM on the North Slope and is keenly interested in the Inupiat culture of the north.

"Business was a little slow last fall after I moved to Kotzebue," Gal said, "but since the people have gotten to know me and the services I can provide, it has been much busier.

He spends his days answering questions about Native allotment status; researching and granting permits for gravel and house logs; and most recently granting a permit for a D-7 Cat move from Kotzebue to Buckland. "I often act as an information broker for federal agencies, answering general land status questions."

Maintaining a file of Master Title Plats on aperture cards has been extremely useful in untangling "crooked" property lines in Kotzebue. Gal has a Beehive computer terminal tied to the AALMRS system that gives him casefile status and air photo inventory information.

In 1974 BLM built two houses in Kotzebue. Gal and his family live in one, while the other serves as the office and transient quarters.

The City of Kotzebue is one of BLM's major clients. Gal has been working extensively with the planning department, trying to straighten the boundary lines between parcels of property. The unplanned construction of Kotzebue in the early days has led to a lack of rights-of-way. Gal helps the planning department staff untangle the legalities of easements, rights-of-way, etc., and assists them with applications for legal permits.

Part of the right-of-way problem is that Kotzebue is located on an archaeological site dating back to 1350 A.D. Local groups are concerned about the preservation of local history and have been considering steps that can be taken to preserve it. One proposed new road would go through the Intermediate Kotzebue archaeological site.

The Intermediate Site is the least-disturbed site in the area. Gal says excavations done on the site produced some of the earliest evidence of "dog traction" (travel with dog teams), as indicated by a trace buckle, a whip ferrell, and built-up sleds with pegged-on shoeing of both bone and ivory. The site also provided a piece of log that gave a tree ring chronology dating



Bob Gal, BLM representative in Kotzebue, checks Native allotment boundaries with local applicants. (photo by Boyce Bush)

backwards to 978 A.D. Artifacts, including jade, also indicate extensive trade with surrounding areas.

Sesualik, across the bay from Kotzebue, was a major trading place with contacts from Siberia, Pt. Hope, the upper Kobuk and Noatak Rivers, Wales, Kiana and the Seward Peninsula. "In the latter half of the 19th century, Kotzebue was the locus of trade," Gal said. "In August 1881, It is estimated that at least 1,500 people were camped on the beaches at Kotzebue."

NANA Corporation has contracted for an ethno-historic reconstruction of the area, and its people have been systematically recording the area's oral history.

Gal is teaching a class about the pre-history of Northwestern Alaska at Chukchi Community College this semester. A class project will be to record 60-second programs of historical information to be broadcast over the local radio station.

As an active resource management person, Gal has participated in a review of the present curriculum of the natural resources program at the Kotzebue Technical Center; hosted a class from the program at the BLM office so that they could see the operation first-hand; and has given paleontology talks to local 7th grade science classes.

Gal has also completed an archaeological clearance on the Lik block of federal mining claims near Red Dog as a part of the resource area's 3809 work load. Last summer he

assisted Howard Smith, from the Fairbanks office, with an archaeological survey in the Squirrel River drainage.

As a cost-saving measure, Gal spends part of his time monitoring reindeer and performing surveys for Northwest Resource Area specialists. He has flown to Koyuk, under the direction of Larry Field, to check on radio-collared reindeer for the Merlin Henry Allotment Management Plan. BLM specialists are attempting to determine the carrying capacity for a particular reindeer herd over the winter and the interactions between reindeer and caribou.

On future trips, Gal will be mapping snowmobile trails and winter camps in the Squirrel River area. The region has long been used for trapping and caribou hunting, and may have an increase in recreational use in the future.

Long an avid recreational dogmusher, Gal became involved with the Kotzebue Dog Mushers Association and has performed as race marshall on several occasions. "Living close to the office has advantages," he laughs. "My wife harnesses the team for me at noon, and I jump out of the office to run the dogs hard for an hour. Then she cools them off and puts them up while I go back to work. Not having to commute to work like I did in Fairbanks gives me a lot more time with my family and the dogs."

Thoroughly enjoying the people, the area, and the pace of the Kotzebue field station, wild sled dogs couldn't drag Bob Gal back to Fairbanks!

Complaint Or Grievance — Which Is It?

If employees who need assistance are confused about whether to contact the Personnel Office or the Office of Equal Employment Opportunity (EEO), their confusion can be easily understood. Each office provides a variety of services designed to assist employees with special needs, and each office offers a program to ensure the protection of rights for all BLM employees and job applicants.

Most employees have heard of Personnel's **Employee Grievance Process** and know that EEO offers something called an **EEO Complaint Process**. But how these programs work, when to use each program and who specifically to contact are questions that many employees cannot answer.

The following comparisons may help to clear up some of these questions and may make it easier for employees to decide which process will better address a particular situation.

EMPLOYEE GRIEVANCE PROCESS

What It Is:

The **Employee Grievance Process** is for employees who seek personal relief with respect to a wide variety of work-related problems. At the employee's request, the Employee Relations Staff will initiate a confidential review into any matter of concern or dissatisfaction which is subject to management control and is not covered by the EEO process — that is, it does not directly involve alleged incidents of discrimination due to race, color, sex, religion, age, national origin or handicapping condition.

How To File:

Employee Grievances are usually initiated first at the informal level. A grievance concerning a continuing practice or condition may be presented at any time. However, a grievance concerning a particular incident must be presented within 15 days of the date the employee becomes aware of it. The informal grievance is usually presented to the employee's first line supervisor. The supervisor then has seven days from the date on which the grievance is presented to formulate and propose resolution. If resolution cannot be accomplished, the employee is advised of his/her right to request further consideration under formal procedures.

Roles:

In the **grievance procedure**, the employee relations staff or employee relations specialist is available to provide employees with counseling and assistance to ensure that their concerns are satisfactorily addressed. Informal resolution is always the ultimate goal.

EEO COMPLAINT PROCESS

What It Is:

The **EEO Complaint Process** is designed for use solely by government employees and federal job applicants who believe they have experienced discrimination due to race, color, sex, religion, age, national origin or handicapping condition. The law prohibits discrimination against anyone for any of these reasons. To eliminate discrimination from the work place, the federal government established a systematic and confidential method for use government wide to review complaints of discrimination. Such reviews are conducted only when a complaint has been filed officially.

How To File:

An Official Discrimination Complaint must be filed first as an **Informal Complaint**. The complainant must contact the EEO Officer within 30 calendar days of the date on which the questionable incident occurred. The EEO officer will immediately assign an EEO counselor, whose job it is to conduct the informal fact-finding inquiry. The inquiry must be completed and satisfactory resolution achieved within 21 calendar days of the filing date.

If this cannot be accomplished, the complainant receives written notice of the right to file a Formal Complaint.

Roles:

The EEO counselor functions only during the informal complaint process. The counselor's role is limited to that of conducting the fact-finding interviews with those persons linked in any way with the complaint. The counselor must remain neutral throughout the process and must present no judgement decisions, even when preparing the final counselor's report. Appropriate resolution is determined by the EEO officer, the state director and any other necessary management officials.

Formal Filing Procedures:

A formal **grievance procedure** is available for employees who are not satisfied with the resolution of the informal process. The grievance must be submitted in writing to the personnel officer within five days of the date on which the informal resolution was proposed. A deciding official, no lower than deputy state director, will then be appointed to review the file and gather any additional information needed to make a decision. If resolution is still unacceptable, the grievance may be forwarded to the Office of Hearings and Appeals in Washington, D.C. An administrative law judge will be appointed to make the final decision. If all information necessary to make a decision is submitted and if the issue is relatively simple, the judge may make a ruling based on a review of the file. More elaborate procedures, including formal hearings, are conducted to resolve more complex issues.

Formal Filing Procedures:

The **Formal EEO Complaint** must be submitted in writing to the Bureau's Washington Office within 15 calendar days of the date on which the complainant received written notice of the right to file. Written notice includes specific instructions on how and with whom to file. Once the complainant has been notified by mail from Washington that the complaint has been accepted as formal, the Bureau investigator begins formal proceedings. During the formal process the local official's involvement is limited to providing the testimony necessary to conduct a thorough investigation. The final resolution decision is made by the Washington Office. Local officials may, however, continue working with the complainant during the formal process in an ongoing effort to achieve resolution. If this is accomplished before a Washington Office decision is rendered, the complaint may be withdrawn by the complainant.

Responsible Offices And Appropriate Contacts:

For questions pertaining to employee relations matters contact Jim Pooley at 271-3171 or Coco Lewis at 271-3269.

For questions concerning EEO programs, services and complaint processing contact: (Alaska State Office) Robert H. Jones, Norma DeBaker or Patricia Tengberg at 271-5066; (Anchorage District Office) Jack Grafton at 267-1244; or (Fairbanks District Office) Cliff Ligons at 356-5146.

continued from page 2

In 1981 Bob took the job as assistant director, Technical and Scientific Systems, at the Denver Service Center. While there he developed and implemented new Bureauwide technical and scientific systems in cadastral survey, lands, minerals, renewable resources, engineering, mapping, and remote sensing. Bob spent two years in Denver, then came back to Alaska in 1983 as deputy state director for Alaska-BLM's conveyance management program.

"I spend my summers fly fishing and my winters cooking," says Bob. His prize winning sourdough bread has won awards yearly at the BLM bake contests. The ribbons are proudly displayed on the wall of his office. "I am currently into Cajun cooking and recently bought a smoke cooker which I am looking forward to trying out," says Bob.

Bob has three sons living in Portland. "David is a business graduate of Portland State and works as manager of a gun department in a sporting goods store; Jon works in construction; and Mike is a policital science graduate working as a painter. I have one daughter, Michele, age 18, who lives with me and works for an insurance company," says Bob.

"The conveyance division serves a variety of clients from individual Alaskans to Native corporations to the state of Alaska.

"The laws we work with have evolved from the fairly simple Statehood Act and settlement laws to the complexities of the Alaska Native Claims Settlement Act and it's many amendments.

"These complexities cause many disputes over land ownership which must be resolved quickly and fairly. We enjoy an excellent reputation with our clients due to the frequent person-to-person contacts by our staff and the professional approach we take toward our jobs.

"We are proud of our accomplishments. Our challenge now is to maintain our reputation and productivity with the smaller budgets of the future. It's hard to be innovative in the land law business, but we are working hard at streamlining both our procedures and our organization."

Personal Notes

D'Anna Dorris, daughter of **Dave Dorris** in ASO's Division of Resources won three gold metals and a bronze at the National Junior Olympic Nordic (cross country) ski competition held March 17-25 in Royal Gorge, California. Two of the gold medals were for first place finishes in a mixed relay and a girls team relay; and the bronze was for first in the individual five kilometer race. On the final day of the races, D'Anna, after trailing 10-20 seconds at the midway point took the gold by 3.4 seconds. "Our daughter was just hoping to have one race in the top ten; my wife and I are very proud of her," says Dave.

Larry Evans (ASO Cadastral Field Surveys) traveled to the Lower 48 twice in the last month to cheer on his son Jeff (age 13). The Alaska All-Star Hockey Association Peeewe Team, of which Jeff is member, recently won the state championships. From there the team went on to play in the U.S. Western Regional Tournament in Salt Lake where they won all five games, giving them a spot in the national championship in Cleveland, Ohio, on April 4-6.

In Cleveland the team went all the way to the final playoff game and led the entire game. Five minutes before the end, the other team, (called Team Illinois) tied the score. Two minutes before the end Team Illinois scored one more point and won the game.

"It was a very exciting game," says Larry. "The crowd was really cheering for our Alaska team. It's the most prestigious peeewe hockey tournament in the country."

Think young - aging is for wine!!

Project Pride Task Force Moves Ahead

BLM-Alaska is moving ahead with Secretary Hodel's "Take Pride" initiative by launching a "Take Pride in America" campaign. A statewide project pride task force met March 20 to begin developing realistic short- and long-range goals on how Project Pride and the Secretary's Initiative can be incorporated.

Group members worked on ideas for ways to develop and enhance the BLM image, including BLM displays at conferences, fairs, and public use areas; presentations at area schools; signs on BLM land; BLM handouts, such as bumper stickers, balloons, and pins; BLM uniforms for field personnel; and BLM employee participation in civic and professional organizations.

Members of the task force are Joette Storm, ADO; Mike Haskins, ADO; Roger Vorce, AFS; Charlotte Graham, AFS; George Gurr, ASO; Ray Thomas, ASO; John Miller, ASO; Tricia Hogervorst-Rukke, ASO; and Kanza Easterly-Keill, FDO.

What is "Take Pride in America"?

In an effort to address the age-old problem of what to do with vandalism, litter and theft on federal land, Secretary Hodel recently announced a Department of Interior general education and recognition program called "Take Pride in America".

This program is made up of three basic components:

- A public awareness and education campaign involving citizens and national, state and local non-federal organizations.

- Recognition of significant contributions by private groups, individual citizens, state and local governments and federal employees. The awards program is a major component of the campaign.

- Short term, targeted activities that can quickly identify and give visible resolution.

Margaret Borneman Bids BLMers Farewell

A large group of BLMers gathered to say farewell to Margaret Borneman, chief of ASO's Records Management Section (the mailroom) "Margaret is one of the few people I know who is liked by everyone," said Associate State Director Fred Wolf at her goodbye coffee.

Margaret was hired as a clerk typist in ASO's Division of Administration in 1979. In 1980 she moved to Docket, stayed there two weeks, then was detailed to the Records Management Section as the management assistant. She became the records manager in 1981 and has been known by most of us as "Margaret in the mailroom" ever since.

"The end of April I plan to commercial halibut fish with my husband and sons," said Margaret. "In May I hope to travel to Missouri to visit my mom, and in the fall I will be going to school at the University of Alaska here in Anchorage to brush up on income tax. A friend and I are going into partnership doing income tax out of our home." So if you want your taxes done right next year, call Margaret at 333-6010.

"I've really enjoyed my years at BLM," said Margaret, "and if they upgrade this job, I'll be the first to put in my application. If you need help with BLM records, call me."

Good luck, Margaret!



Margaret Borneman (l) admires a print she received as a farewell gift.

Accolades

SUSTAINED SUPERIOR PERFORMANCE AWARD

Sheryl Rust, Land Law Examiner, ASO
Division of Conveyances
Christine Sitbon, Land Law Examiner,
ASO Division of Conveyances
Rosaline Holland, Secretary, ASO
Division of Conveyances
Suzanne McWilliams, Land Law
Examiner, ASO Division
of Conveyances
Lisa Burgess, Miscellaneous
Documents Examiner, ASO
Division of Conveyances
Steven Willis, Land Law Examiner,
ASO Division of Conveyances
Mary Zeiher, Personnel Staffing
Specialist, ASO Division of
Administration
Virginia Moseley, Secretary, ASO
Division of Operations
Robert Wedemeier, Organizational
Development Specialist,
ASO Division of Administration
Alonzo Kelly, Outdoor Recreation
Planner, FDO
Stanley Mullen, Classification Clerk,
ASO Division of Administration



Some BLMers really get excited about their jobs. Not only does ASO's docket section put bar codes on their files, they even wear them on their chests! (front row, l to r) Ramon Garcia-S, Heather Rice and Karen Tew. (middle row) Shirley Keisor and Peggy Everingham. (back row) Rita Connell, Betty Ostby, Mary Smith and Gayle Erickson.

SPECIAL ACT GROUP AWARD

To ASO Division of Resources:
Richard Dworsky
Darryl Fish
Arthur Hosterman
Gary Long

To ASO Records Management:
Harry Kugler
Rodney Harvey

QUALITY STEP INCREASE

Thomas Dew, Outdoor Recreation
Planner, FDO
Scott Eubanks, Realty Specialist,
FDO

WELCOME ABOARD March 1986

Terry Brokovich, Supervisory Computer
Specialist, ASO Division of Operations
Kelly Riley, Mail & File Clerk, ADO
Bonnie Rhoads, Secretary, ASO
Division of Cadastral Survey

MOVING ON March 1986

Michael Clarkson, Supervisory Forestry
Technician, AFS
Lance Lockard, Land Law Examiner,
ASO Division of Conveyances
Thomas Spencer, Land Surveyor, ASO
Division of Cadastral Survey
Stephen Slater, Mail Clerk, FDO

Dean Hovdey, Forestry Technician, AFS
Sean Farley, Lead Forestry Technician,
AFS

Margaret Borneman, Supervisory
Management Assistant, ASO
Division of Administration

Jacqueline Frost, Clerk Typist, ASO
Division of Conveyances

David Lockwood, Supervisory Forestry
Technician, AFS

Darlene Morris, Computer Operator,
AFS

Mandy Olund, Supervisory Miscel-
laneous Documents Examiner, ASO
Division of Conveyances

Steven Pody, Miscellaneous Documents
Examiner, ASO Division of Minerals
Evelyn Powers, Secretary, ADO

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